

**Tyngsborough Sewer Commission**  
**Meeting Minutes**  
**April 25, 2013 6:00 pm**  
**Location: Tyngsborough Town Hall, Inspectional Dept.**

**Commissioners Attending:** Jeff Hannaford (JH), Gerry Foley (GF), Fred Perrault (FP)  
**Also attending:** Caryn DeCarteret (CD), Administrator

**Call to Order**

The meeting was called to order by Jeff Hannaford at 6:03 PM.

**Item 1) Tyngsborough Commons – Walter Eriksen**

Walter Eriksen informed the Commission that the project is moving forward and he was partnering with Princeton Properties for the 192 residential units in Tyngsborough Commons. Discussion regarding the amount of flow that would be required for the project, possible location of a pump station and force main and connection fees offset by infrastructure costs. The Commission discussed CWMP and the pump station at Bridgeview Circle. Woodard & Curran are doing the ground work study from Old Town Hall to the existing infrastructure. Brinley Terrace is in need of connecting to sewer. Woodard & Curran will be able to provide the best location for the pump station. Tyngsborough Commons construction should begin in the spring of 2014. It was estimated that the project itself would require approximately 85,000 gallons per day, now it seems that might be too small of a number. Walter Eriksen indicated that he could wait for a definitive number from Woodard & Curran, but was hoping the Commission would agree to vote to allow the project's connection fees to be reduced by the cost of the pump station and force main.

***GF: Motion to allow the pump station construction costs, which will be constructed in a location to be determined by Woodard & Curran, to be deducted from the connection fees for Tyngsborough Commons, conditioned upon the pump station being constructed to accommodate the capacity per Woodard & Curran's determination for Phase I West.***

***Second: FP***

***Motion carries 3-0-0***

**Item 2) Citizens' Time**

None

**Item 3) Administrator's Report** (copy of report attached)

1. Innovation Academy expansion: review of enrollment/occupancy numbers provided by Innovation Academy for the expansion project underway. Administrator will draft a letter with the additional required connection fee outlined.
2. Woodard & Curran engineering proposal: No action taken
3. Berry's Grove abatement: Proof of water main leak provided by American Leak Detection Services. Commission has agreed to average the past 3 years usage and abate the usage bill to that amount.
4. Budget and warrant article: review of budget and article written.
5. Thank you to Gerry for all of your time and dedication to the SC. I will miss your quick responses and all of your help. Enjoy your time with your family!!

**Item 4) Assistant Superintendent's Report** Copied from report

**ASSISANT SUPERINTENDENTS REPORT**

**4-25-13**

Superintendent is out due to an injury. I will attend the meeting if possible

1. Performed inspections at the pump stations also cleaned floats and tested controls.
2. Tested all generators and inspected emergency equipment for response, if needed.
3. Innovation Academy has started installing the force main for their expansion project: I inspected and took pictures.
4. 53 Willowdale cut and cap: I inspected and took pictures.
5. National Grid was out to replace gas meters Coburn Rd and Jefferson pump stations.

**ALARM / CALLS**

32 Davis St: Sewer backup. I inspected the main line, line was ok. Homeowner's line from the house was blocked. I informed them that they needed to call a drain cleaner.

**Item 5) Correspondence** None

**Item 6) Complaints** None

**Item 7) New Business** None.

**Item 8) Old Business** None

**Item 9) Adjournment**

*Motion to adjourn at 6:57pm was made by GF. Second: FP. The motion carried 3-0-0.*